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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

August 16, 2012

MEMORANDUM

TO: Local and Intermediate School District Superintendents and
Public School Academy Directors

FROM: Sally Vaughn, Ph.D. *Sally*
Deputy Superintendent/Chief Academic Officer

SUBJECT: Principal/Assistant Principal Training Programs for Conducting Educator
Evaluations - Request for Submissions

The Michigan Legislature recently enacted 2012 PA 201 which allocated \$1.75 million to support professional development for principals and assistant principals using approved educator evaluation training programs. In addition to a small number of pre-approved training programs, the Michigan Department of Education (MDE) is accepting submissions from organizations, districts, and/or vendors that have an educator evaluation training program for principals and assistant principals and wish to be recognized as an MDE-approved training program for the purposes of 2012 PA 102.

Educator evaluation training programs must meet the following statutory criteria to be considered for approval:

- 1) contain instructional content on methods of evaluating teachers consistently across multiple grades and subjects;
- 2) include training on evaluation observation that is focused on reliability and bias awareness and that instills skills needed for consistent, evidence-based observations;
- 3) incorporate the use of videos of actual lessons for applying rubrics and consistent scoring;
- 4) align with recommendations of the Michigan Council for Educator Effectiveness; and
- 5) provide ongoing support to maintain inter-rater reliability.

The educator evaluation training programs approved by the MDE will be included in a list of available programs that districts may use to qualify for 2012 PA 201 district

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grants for educator evaluation training. The grant funding will support training for principals and assistant principals in conducting accurate and valid educator evaluations for the 2012-13 school year. Districts will be eligible to receive up to \$350 per participant for approved training programs.

The MDE has pre-approved the following training programs being piloted by the Michigan Council for Educator Effectiveness (MCEE); therefore, if your district is using one of these evaluation systems, you do not need to submit it for approval.

- The Marzano Observation Protocol (Marzano Research Laboratory)
- The Thoughtful Classroom (Silver Strong & Associates)
- The Five Dimensions of Teaching and Learning (The University of Washington, Center for Educational Leadership)
- Charlotte Danielson's Framework for Teaching Proficiency Test Instrument (Teachscape)

The MDE will accept applications for training programs that meet the five statutory criteria through **August 31, 2012**. Organizations, districts, and/or vendors that have a program that meets the criteria should complete an application (found at http://michigan.gov/documents/mde/2012_2013_Educator_Evaluation_Training_Program_Application_395320_7.doc) and submit it to Carla Howe at howec2@michigan.gov.

Next Steps

The MDE expects to notify submitting entities about the approval/denial of their applications by the end of September 2012. After the list of approved educator evaluation training programs is published, the MDE will open the application process for district grants in October 2012, with the expectation that grant funding will be awarded in January 2013. **Districts should begin identifying eligible applicants and begin scheduling training for approved training programs as soon as possible. The MDE intends to award each district funding for at least one individual.**

cc: Michigan Education Alliance